Iowa Department of Education
Grimes State Office Building
Des Moines, Iowa 50319

Request for Iowa Community College

Performance Assessment Funds

Community College name: North Iowa Area Community College (NIACC)
Four-year partnering colleges or university names: University of Northern Iowa (UNI)

Program Contact Person:

Name	Kacy Larson
Title	Education Instructor
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	Mason City, IA 50401

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Business Office Contact Person:

Name:	Kathy Grove
Title:	Vice President for Administrative Services
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	Mason City, IA 50401

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Statement of Assurances

Should a Performance Assessment Award be made to the applicant in support of the activities proposed in this application, the authorized signature on the cover page of this application certifies to the Iowa Department of Education that the authorized official will:

1. Upon request, provide the Iowa Department of Education with access to records and other sources of information that may be necessary to determine compliance with appropriate federal and state laws and regulations;
2. Use grant funds to supplement and not supplant funds from nonfederal sources.

Certification by Authorized or Institutional Official:
The applicant certifies that to the best of his/her knowledge the information in this application is correct, that the filing of this application is duly authorized by the governing body of this organization, or institution, and that the applicant will comply with the attached statement of assurances.

_____   _____
Typed or Printed Name of Authorized Official   Title

_____   _____
Signature of Authorized Official   Date

Please submit hard copy to
Barry J. Wilson, TQE Assessment Team Leader,
Dept. of Ed. Psych. & Foundations, UNI, Cedar Falls, IA 50614-0607 by May 1, 2008.
Send electronic version to barry.wilson@uni.edu

Process for Procuring Grant Funds:

1. Submit Grant Request Package; Postmarked by
  Grant Request Package Contents:
- Request for Performance Assessment System Funds Cover Page
- Action Plan
- Budget

2. Grant requests will be reviewed by the Assessment Committee, the Leadership Team, and the Iowa Department of Education.

3. Institution will be notified of a grant award by May 21, 2008

4. Contracts for awardees will be developed by the Iowa Department of Education upon notification to the IHE of the award.

5. It will take 30 days after the award notification for a contract to be executed and fully approved. This would be as per a May 21 notification.

6. Payments cannot be released until a contract is fully approved with all signatures.

7. Institutions should not incur costs before a contract is approved and plan accordingly.

8. To acquire each payment, an IHE must submit an invoice or letter with an original signature requesting funds. This is necessary for the release of each payment – fifty percent, forty percent, and final ten percent.

9. An Interim report must be submitted with an invoice by January 15, 2009. NOTE: an awardee will not receive the forty percent payment unless the Interim Report budget indicates that the first fifty percent has been spent.

11. A Final report must be submitted with an invoice by December 15, 2009

12. A report form or template is included as an attachment with this RFP. Please use it for the Interim and Final Reports. It includes a narrative and budget form.

The grant application and reports must be submitted electronically in addition to hard copy.

Criteria for Community College Grant Awards:

The awards are intended to support assessment of student outcomes for education courses leading to transfer to four-year programs and an eventual teaching license. Applicants are expected to demonstrate course articulation based on student outcomes with one or more four-year systems and collaborate as appropriate with four year institutions who are primary recipients of their graduates. Applicants are also encouraged to collaborate with four-year partners to gain feedback from alumni and information regarding subsequent success in four year programs. Assessment and articulation should reflect state of Iowa and INTASC standards as appropriate to a student at a community college.

Grant funds are available for use by recipients for purposes including but not limited to faculty development and training, design or modification of performance tasks, procedures for assuring reliability and validity of assessments, and technical support.

Funds may be used for expenses such as: faculty release time, personnel for clerical work, travel, lodging and meals, consultants, hardware, and materials including software. Applications should describe one or more four-year institutions with whom student outcomes will be articulated.

I. Context

Describe current education programming including education courses taught, the frequency of offering, and typical enrollment, approximate numbers of students seeking teaching as a career per year, number of full-time and part-time faculty teaching education courses. Indicate any unique features of the program that will help reviewers better understand your assessment needs.

NIACC has approximately 100-120 students designated as education majors per year. The teaching faculty is made up of five full-time faculty members and five adjunct faculty. NIACC offers the following courses for education majors: Introduction to Teaching, Field Experience and Seminar, Educational Media and Classroom Computing Techniques, Educational Psychology, Educational Evaluation and Measurement, Including Exceptional Students, and Children's Literature. All courses are offered at least one semester per year with some of the courses being offered both semesters.

UNI graduates between 500 and 600 teachers per year. Significant numbers of students from NIACC transfer to UNI and become teaching candidates. For example, this academic year, there were 20 students who have successfully completed student teaching and who received an AA degree from NIACC. Others may have completed coursework at NIACC. UNI faculty recently completed a curriculum mapping project based on the INTASC standards. This is a very opportune time for the faculties to discuss student outcomes assessment to assure smooth transition and enhance the success of students.

Articulation already exists between NIACC and UNI; however, direct assessment measures have not been compared. Time is needed for faculty members from both institutions to look at alignment of performance assessments, compare matrices, and coordinate outcomes assessments. Another area to be developed is a feedback loop from UNI to NIACC on the performance of NIACC alumni after they transfer to UNI. The data is available from UNI, but time is needed to discuss the data and see what information would be useful to NIACC.

II. Project Narrative (1-2 pages describing how you will use the funds) A synopsis of the project narrative will be reflected in the Action Plan.

This is the second application for a Performance Assessment Grant for NIACC; the first grant was awarded and completed with Waldorf resulting in an INTASC assessment matrix and a formal articulation agreement. The purpose of this second grant is to continue positive articulation with UNI and conduct similar comparisons of matrices related to course competencies and INTASC standards. Time is needed for faculty to get together to discuss specific performance assessments, course competencies, and outcomes assessments at the course level. Additionally, time is needed to develop a feedback loop so NIACC can benefit from student performance data on their students who transfer to UNI.

A possible next step would include working with other universities to implement similar goals.

III. Action Plan –

Goal	Objectives	Action Steps	Person(s) Responsible	Timeline	Budget Request
To facilitate transfers in teacher preparation at NIACC and UNI	1. To align INTASC assessment checkpoints in like courses	1a. Education faculty at NIACC and UNI will meet to compare matrices for outcomes assessment at the course level	NIACC Team Leader and faculty UNI Team Leader and faculty	Fall 2008	$2000
	2. To align course-specific performance outcomes assessments	2a. Education faculty at NIACC and UNI will meet to align course-specific performance outcomes assessments	NIACC Team Leader and faculty UNI Team Leader and faculty	Spring 2009	$2000
	3. To design a feedback loop for NIACC alumni student performance data	3a. NIACC Team Leader and UNI Team Leader will develop feedback questions and electronic report format 3b. NIACC Team Leader and UNI Team Leader will design report about NIACC alumni student performance data	3a. NIACC Team Leader UNI Team Leader 3b. NIACC Team Leader UNI Team Leader	Spring 2009	$400

III. Budget Requests

Personnel	Based on Total Budget of	Based on Budget of
Wages: Objectives 1-2 to include work from 3 NIACC faculty and up to 7 UNI faculty at $200 per objective. Objective 3 to include work from 1 NIACC and 1 UNI faculty (Barry Wilson - not to be compensated).	$4000 $400	
Expenses (Travel, Meals, Lodging) *4 round trips at 160 miles per trip * $.34 per mile (or appropriate state rate); *3 meals for 10 people and 2 meals for 2 people at $10 per meal (or appropriate state rate)	$558	
Professional Services/Professional Development		
Fees		
Expenses (Mileage, Meals, Lodging, Room Rental)		
Software		
Hardware		
Supplies and Materials		
Phone/Mail		
Other – specify:		
Other – specify:		
Total	$4958	